

SL 2014-120 Report Nash County Health Department

Part 1A: On-site Water Protection: Standardize Certain Regulatory Review Procedures

Reference Session Law 2014-120, Section 29.(b).

Background: The Nash County Health Department On-site Water Protection Section receives Regulatory Submittals for review as provided in statute and rule. Review of submittals are conducted under NCAC 18A.1900. State assistance is requested as needed. The processes are described below.

- I. Systems with design daily flows $\geq 3,000$ total gallons per day 15A NCAC 18A.1938 (e) or for treatment of industrial process wastewater 15A NCAC 18A .1938(f).
 - A. Receive application
 - B. Assign staff
 - C. Notify state regarding need for review and convey materials to the State
 - D. Assist the State with processes outlined in Part 1A, Section I of the State report.
- II. Design plans and specifications pursuant to Rule .1938(f).
 - A. Receive application
 - B. File a Request for Review describing which elements of the Submittal the OSWP should review.
 - C. Convey the Regulatory Submittal and Request to Review to the OSWP.
 - D. Assist the State with processes outlined in Part 1A, Section IB of the State report.
- III. Design daily flow review pursuant to Rule .1949.
 - A. Receive application
 - B. File Request for Review for a proposal submitted based on Rule .1949 and convey it to the OSWP with the Regulatory Submittal.
 - C. Assist the State with processes outlined in Part 1A, Section II.A of the State report
- IV. Design plans and specifications pursuant to Rule .1948(d).
 - A. Receive application
 - B. File Request for Review for a proposal submitted based on Rule .1948(d) and convey it to the OSWP with the Regulatory Submittal.
 - C. Assist the State with processes outlined in Part 1A, Section IC of the State report.
- V. Design plans and specifications for flow reduction utilizing low-flow fixtures or low-flow technologies pursuant to Session Law 2013-413 or 2014-120. These submittals may be submitted to the State on a case by case basis. In those cases, procedures outlined in Section II above apply. Procedures below are for reviews conducted on the local level.

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- A. Receive application
 - B. Conduct Review
 - C. Provide a response to the Submitting Party that includes:
 - a. *An approval of the system* engineering plans and specifications, or
 - b. *A request for revisions* that include:
 - (a) A section detailing any required revisions with citation of applicable statute or rule(s);
 - (b) A section detailing any suggested or recommended revisions based upon current knowledge base (guidance, manuals or standards of practice).
 - c. *A request for additional information* that includes:
 - (a) A section detailing any required additional information with citations of applicable statute or rule(s) and;
 - (b) A section detailing any suggested additional information based upon current knowledge base (guidance, manuals, or standards of practice).
- VI. Any other regulatory submittal for onsite wastewater system permitting.
- A. Receive application
 - B. Assign Staff
 - C. Conduct Review
 - D. Consult with OSWP as needed.
 - E. Provide a response to the Submitting Party that includes:
 - a. *An approval of the system* engineering plans and specifications, or
 - b. *A request for revisions* that include:
 - (a) Required revisions with citation of applicable statute or rule(s);
 - (b) Suggested or recommended revisions based upon current knowledge base (guidance, manuals or standards of practice).
 - c. *A request for additional information* that includes:
 - (a) Required additional information with citations of applicable statute or rule(s) and;
 - (b) Suggested additional information based upon current knowledge base (guidance, manuals, or standards of practice).

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Part 1B: Food Protection and Facilities: Standardize Certain Regulatory Review Procedures

Reference Session Law 2014-120, Section 29. (b).

Background: The Nash County Health Department environmental health staff reviews individual establishment plans as required by State Law or Rule. Nash County Health Department environmental health staff may seek technical assistance from State staff. State guidance is used to assure uniform review for compliance with the rules.

- I. A Food Service Establishment plan review pursuant to .2658.
 - A. Receive application/submittal
 - B. Assign staff
 - C. Review plans in accordance with 15A NCAC 18A.2600.
 - D. Plan review letter issued to applicant detailing any conditions necessary to comply with rules with citations of applicable Statute or rule(s).
- II. Public Swimming Pool plan review pursuant to .2509.
 - A. Receive application/submittal
 - B. Assign staff
 - C. Review plans in accordance with 15A NCAC 18A.2500.
 - D. Plan review letter issued to applicant detailing any conditions necessary to comply with rules with citations of applicable Statute or rule(s).
- III. Other submittals that require review by Local Health Department by Statute or Rule.
 - A. Receive application/submittal
 - B. Assign staff
 - C. Review plans in accordance with applicable rules.
 - D. Plan review letter issued to applicant detailing any conditions necessary to comply with rules with citations of applicable Statute or rule(s).

Part 2A: On-site Water Protection Informal Internal Review Processes and Procedures to Develop and Maintain a List of Review Engineers

Reference Session Law 2014-120, Section 29.(c).

Background: For requests for Internal Review of an engineered design, the Nash County Health Department will default to the state mechanism as described below.

- I. If a Submitting Party requests an Informal Internal Review of an engineered design, the request will be forwarded to the State in accordance with Part 2A Section III of the State report.
- II. A list of PEs available for Informal Internal Reviews will be developed in accordance with Part 2A Section IV of the State report.

**Part 2B: Food Protection and Facilities Informal Internal Review Processes
And
Procedures to Develop and Maintain a List of Review Engineers**

Reference Session Law 2014-120, Section 29. (c).

Background: For requests for Internal Review of an engineered design, the Nash County Health Department will default to the state mechanism as described below.

- I. Informal review as provided in rule 15A NCAC 18A .2676.
- II. If a Submitting Party requests an Informal Internal Review of an engineered design, the request will be forwarded to the State in accordance with Part 2B Section II of the State report.
- III. A list of PEs available for Informal Internal Reviews will be developed in accordance with Part 2B Section III of the State report

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Part 3A: Onsite Water Protection Review of Working Job Titles

Reference Session Law 2014-120, Section 29. (h).

- I. Researched the Working Job Titles of every employee with job duties that include the review of Regulatory Submittals with Health Department Human Resources.
 - A. Working job titles for all environmental health staff for the Nash County Health Department was reviewed with Human Resources. It was verified that none of the Position Titles include the term “engineer”.

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Part 3B: Food Protection and Facilities Review of Working Job Titles

Reference Session Law 2014-120, Section 29. (h).

- I. Researched the Working Job Titles of every employee with job duties that include the review of Regulatory Submittals with Health Department Human Resources.
 - A. Working job titles for all environmental health staff for the Nash County Health Department was reviewed with Human Resources. It was verified that none of the Position Titles include the term “engineer”.

**The informal review process was not used in 2015 in Nash County.